

Communication in Physics: Presentation Evaluation		Talk #	
Speaker's Name:		Date:	
Presentation Title:			
Category	Criteria	Points max	Points deducted
Organization <i>22 points</i>	Information is presented in a logical sequence.	3	
	Introduction gives good preparation and puts topic in context	3	
	Central ideas are clearly specified	5	
	Body of speech is focused to get message across	3	
	Effective summary and conclusion	3	
	Figures have captions defining what is shown	2	
	Presentation appropriately cites references.	3	
Content <i>40 points</i>	Subject interesting and appropriate for the occasion	3	
	Presentation contains right amount of material	4	
	Scientific terms and concepts are well explained and put into context	6	
	Scientific material presented by speaker is accurate, and the speaker knows what he/she is talking about	12	
	Written text effectively supports the message	6	
	Materials show good writing skills, spelling and punctuation.	2	
	Figures and other visual aids effectively support the story	6	
	Presentation identifies author and date	1	
Delivery <i>38 points</i>	The speaker speaks clearly and distinctly and is easy to hear and understand.	4	
	Presentation materials are legible at intended distance.	5	
	Speaker uses appropriate comportment, posture and eye-contact.	3	
	Spoken words are matched/supported by information on slides (text and figures)	4	
	Presentation is engaging and keeps audience's attention throughout the talk	4	

	Pace of presentation is appropriate	4	
	Presentation shows obvious preparation and practiced delivery.	10	
	Length of the presentation is within assigned time requirement.	4	
Score	Total Points =	100	

Additional Comments: